

## REGION 8 CONTINGENCY PLAN

**RPIO NAME:** Region 8  
**MAIN POINT OF CONTACT:** Rick Buhl  
**ALLOWANCE HOLDER:** Region 8

**PHONE:** 303-312-6920

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FY 2017  
4/13/2017

### I. SHUTDOWN & EXCEPTED LIST

DIVISION	EMPLOYEE NAME	EMPLOYEE ID	POSITION TITLE	SHUTDOWN	EXCEPTED	On-Call	FUNCTION DESCRIPTION
RA	Debra Thomas	Personal Matters / Ex. 6	Acting Regional Administrator		1		Oversee overall shutdown and secure operations; R8 point of contact during shutdown.
DRA	Suzanne Bohan		Acting Deputy Regional Administrator	1			Oversee shutdown and secure operations.
TMS	Richard Buhl		Asstistant Regl Administrator/ SRO		1		Oversee shutdown and secure operations. Oversee security, facility, other admin. support during shutdown (eg, communicating to HQ/guards/employees the shutdown status and emergency resources as needed).
TMS	Gregory Saunders		Laboratory Safety Officer		1		Continue 30-day fish toxicology tests (ie, feed fish, maintain tanks) if results needed timely.
TMS	Kenneth Dahlin		Chemist	1			Oversee shutdown/protection of samples, in-process analyses, return of mobile lab from Utah, scale back lab systems in basic operational status.
TMS	William Schroeder (5/8 -10, 5/16-19)		Lead Biologist		1		GKM Spring Runoff Sampling
TMS	Joshua Fowler		Acting Human Resources Officer	1			Perform shutdown coordination of furlough notices/other notifications, LR issues, OPF records. Final preparation of excepted lists for all building occupants (eg, R8, OECA, OIG, ATSDR).
TMS	Grace Doris		Security Manager		1		Perform shutdown coordination of security systems, property, all facilities (ie., 1595, Lab, Mt Office, Libby, Butte, Pierre, Missoula), suspension of all deliveries, cancellation of public use of conference center, & provide excepted/emergency employee lists to contract guard service. Respond to security emergencies if needed. Support on-site personnel with facility operations, health and safety support.
TMS	John Campbell		Region 8 Records Manager	1			Protect electronic and central paper records.
TMS	Christine Portillos		Financial Specialist	1			Assure final closeout of PeoplePlus, assist travelers to return home, if needed. Secure financial systems/records.
TMS	Bethany Mills		Regional Contracts Officer		1		Halt obligations; perform shutdown notification to all contractors. In emergency, issue new obligations as needed.
TMS	John Michnick		Information Systems Program		1		Support personnel with IT systems (email, database servers, user accounts, printing) .
TMS	Ricky Archuleta		Information Systems Program			1	Support personnel with IT systems (email, database servers, user accounts, printing) .
OCPI	Andrew Mutter		Communications/Public Involvement Office Director	1			Coordinate communication of shutdown to state/local/tribal government officials, public officials, cancel public meetings.
ORC	Kenneth Schefski		Regional Counsel		1		Cancel/continue court dates, ongoing litigation, if needed.
ORC	Randall Cherry		Attorney		1		Montana Industrial SIP 5/16/17
MT Office	Carson Coate		MT Office Point of Contact	1			Oversee shutdown and secure operations of Montana Operations Off.
OWP	Darcy O'Connor		ARA	1			Oversee shutdown and secure operations of OPRA, including notification of stakeholders, cancellation of public meetings.
OWP	Lisa Kahn (4/28 - 5/2, 5/ 4 - 15 ) Gwen Campbell (5/ 2 - 4)		Direct Implementation Manager for WY & Tribal drinking water		1		Answer phone calls from WY & tribal DW systems with fecal or other exceedences, providing guidance & technical assistance if emergency. Coordinate activation of others as needed.
OWP	Kristina Laidlaw		Life Scientist		1		Montana Water Quality Standards Variance Litigation May 12 plaintiff reply, June 16 intervenor reply
OWP	Lareina Guenzel (5/16 - 19)		Biologist		1		GKM Spring Runoff Sampling
OPRA	Martin Hestmark		ARA	1			Oversee shutdown and secure operations of OPRA, including notification of stakeholders, cancellation of public meetings.
OPRA	Monica Morales		Program Director		1		Montana Industrial SIP 5/16/17

EPR	Betsy Smidinger	Personal Matters / Ex. 6	ARA	1			Oversee shutdown and secure operations of EPR, including notification of stakeholders, cancellation of public meetings.
EPR	David Romero (4/29 - 4/30) Joni Sandoval (5/1 - 5/7) Joyel Dhieux (4/29 - 4/30) Joyce Ackerman (5/1 - 5/7)		Standby/On Call OSC		2		Response OSC- Available to respond to emergency waste events
EPR	Joni Sandoval		EPS		1		Project Officer for Removal Support
EPR	Judith Powell		EPS		1		Project Officer for Remdial Action Contracts
EPR	Richard Braun		Contracts Specialist			1	Project Officer for Interagency Agreements
EPR	Kendra Wilborn		Program Analyst			1	FCO
ECEJ	Kimberly Opekar		Acting ARA	1			Oversee shutdown and secure operations of ECEJ, including notification of stakeholders, cancellation of public meetings.
ECEJ	Andrea Madigan		Acting Legal Enforcement Director	1			Cancel/continue court dates, ongoing litigation, if needed.
Region 6	Robert Cook (5/8-10)		Environmental Engineer		1		GKM Spring Runoff Sampling
Region 6	Forrest John (5/8-10)		Life Scientist		1		GKM Spring Runoff Sampling
<b>TOTAL</b>				<b>12</b>	<b>19</b>	<b>3</b>	

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